ONSLOW COUNTY PUBLIC LIBRARY
Board of Trustees Meeting
May 12, 2015

Members Present: Brock Ridge, Bryan Jackson, Sandra Wood, Deloris Wells, Kathleen Dillingham and Rachel Waldron
Also Present: Estell Carter-Library Director

Call to Order
Brock Ridge, Board Chairman, called the May 12, 2015 meeting to order at 4 p.m. at the Onslow County Public Library.

Approval of Minutes
Estell Carter brought to the Board's attention that the time for the March 2015 meeting was incorrect and should be 3 p.m. instead of 4 p.m. Deloris Wells made motion to approve March minutes after changing the meeting time. Seconded by Sandra Wood and carried.

Director's Report
A. Estell pointed out two fairly large negative numbers from last year to this year on the stat report. First, under programming, two very large outreach events held last year which averaged about 350 in attendance were not held this year. And then on the cards, Sneads Ferry has been opened a year now and they are seeing a normal leveling pattern in the number of new library cards issued.
B. The Library staff met with IT director to address all the problems they have been having and they are working on the issues. Think they are close to solution and will stay in touch with progress.
(2) A server went out that handles all telephone notifications. IT was able to get a replacement part to get it up and running but ended up having to buy another server which was about $6000 as the old one was about eight years.
(3) The Library is getting ready to go to fax over IP at all branches so that should knock out about a $200 phone bill for the fax lines.
(4) TV in conference room was never connected to speakers and is now being done.
(5) All kiosks are now PCI compliant which involves taking credit cards the proper way. They were on the regular county network but should be operated on a separate network and all kiosks are now compliant. Another part of PCI compliant is not handling a person's credit card and Library is looking at some key pads which will hopefully make that happen.
C. State Library consultant, Jeffrey Hamilton, visited on April 23. Toured facility and talked about the direction the Library is trying to go in. Talked about NC Cardinal which is a statewide library system. With an NC Cardinal Library card, you can go anywhere that is an NC Cardinal library and borrow resources from them.
D. Decided to put new shades in building as the old ones have been up since 1988. When they came down, there was a lot of damage with some kind of bullet holes in the glass which have been letting in small amounts of water when it rains. We are working with Facilities Maintenance and Finance to see if we can try to get an insurance claim to help with the cost so we will only have to pay the $1000 deductible instead of $5,800 to replace all the glass.

E. The Library staff is working on finalizing plans for this year's Summer Reading program. The theme is *Every Hero Has a Story* and kickoff will be during week of June 15 and the main library's will be June 20. We will have Chuck E Cheese at all the branches as well as Superheroes at each branch.
F. During the budget development meeting, the feasibility of continuing to microfilm the Daily News was discussed. Their digital archive goes back to about 2000 but the only way you can access it is if you have an individual subscription which the Library does. Asked about institutional access and they will bring that up at their next corporate meeting.
G. The Staff raised over $500 for Relay for life and participated in the walk.

Board Development
Bryan Jackson is on Board of the Boys and Girls Club. They are trying to do something at the garden at the Environmental Center at Sneads Ferry. Estell will contact those in charge to let them know. Bryan will have local director of Boys and Girls Club get in touch with Estell.

Old Business
A. Update on NCPLDA statewide push for an increase in state aid and as result House Bill 590 was introduced. Friends, trustees and advocates of the library across the state contacted their legislators. House Bill 590 now has 41 sponsors but need to continue the push. Jennifer Sackett, who is on legislative committee of NCPLDA, furnished two contacts that they are requesting we contact, Speaker Tim Moore and Representative Nelson Dollar.
B. Estell reported on proposed budget that went to the county. There is less than $4000 difference from last year's budget. The main things she is asking for is money to replace chairs at the Main Library in the conference room, new flooring at the Swansboro branch in the restrooms, paint, carpet and new furniture for Richlands. For the Main Library, asking for Point of Sale Software for the front desk which allows patrons to swipe their own credit cards and would also create a cash register drawer instead of cash boxes. As of right now, have taken the last one out but may go back and put back in. Budget was fairly consistent with last year's requests. Need to keep facilities updated even if old.

Facilities Update
No updates for Main Library. Upper windows in Sneads Ferry have been tinted and Staff reports makes lots of different in glare and coolness.

Additional Information
The Library's Assistant Director resigned as of Monday. Estell's Administrative Assistant, Anna, is going to Cooperative Extension. Offered her free tuition to NC State University.

Estell asked Board to help judge entries in the bookmark contest

With no further business to discuss, meeting was adjourned at 4:33 p.m. Next meeting will be July 14, 2015, at 4 p.m. at Main Library.

Minutes approved by the Onslow County Public Library Board of Trustees on July 14, 2015.

Nace Brock Ridge 7-14-15

Nace Brock Ridge, Chairman Date